AMINGAON NYAAYIK KARMACHAAREER KALYAAN SAMITY

Nyaayik Karmachaareer Kalyaan Samity, Amingaon
Kamrup
Amingaon

NOTICE INVITING TENDER FOR CANTEEN SERVICES

Date: 13-06-2025

Sealed **Tender for Canteen Services** for two years affixing Court fee stamps of Rs. 8.25 (Non-refundable) are hereby invited from interested local Firm / Individual to run the Canteen Services under "**Amingaon Nyaayik Karmachaareer Kalyaan Samity**" in the New Court Building premises of The District Judiciary , Kamrup , Amingaon. The prescribed formats of Tender/Bid and undertaking are appended herewith. (Same can be obtained from official website of Kamrup District Judiciary or in the office of the same.)

Particulars of the Canteen and Critical date sheet :

1	Sitting/Service area of the Canteen	43.46 ft x 36.57 ft = **1589 Sq. ft**
2	Kitchen area of the Canteen	22.63 ft X 14.10 ft= **319 Sq. ft**
3	Storage area of the Canteen	11.15 ft X 9.18 ft= **102 Sq. ft**
4	Area of Wash Room of the Canteen .	10.16 ft X 7.87 ft = **80 Sq. ft**
5	Furniture	Serving Table-15 Nos., Chair-60 Nos. Waste Bin - 4 Nos., Stove-3 Nos., Showcase-1 No., Reasonable quantity of Lights and Fans.
6	Utensil	As required.
7	Tender Submission Starting Date	**16.06.2025**
8	Last date of submission of Tender	**26.06.2025**

Articles/Items required other than those mentioned in above Sl. Nos. '5' and '6' shall have to be arranged by the selected bidder.

General Terms and Conditions

1. The interested firm/individual may submit their tender/bid in the office of the District & Sessions Judge, Kamrup, Amingaon during the office hour (10.30 am to 5 pm) on all working days from the starting date of the submission of the tender/bid. The tender/bid shall have to drop in the Drop Box kept for the purpose in the aforesaid office. No tender/bid shall be received beyond the last date of receiving the same.
2. The minimum Tender/Lease amount is **Rs. 15,000/- (Rupees Fifteen Thousand) per month**.
3. In addition to the tendered or leased amount a monthly fixed and non-refundable charge of **Rs. 3000/- (Rupees Three Thousand)** only has to pay by the selected

firm/individual. This amount is for the purpose of repairing any future heavy/grievous damage pertaining to Water supply and Electricity.

4. The selected bidder has to deposit **2 (Two) months** tender amount in advance as security deposit and shall have to execute an appropriate agreement with the President of **Amingaon Nyaayik Karmachaareer Kalyaan Samity** on non Judicial stamp paper of Rs. 100/- accepting all terms and conditions.
5. The security amount shall be returned to the bidder on the expiry of the contract period .This may be adjusted in case of any due and damage of any property of the Samity by the selected bidder (firm/individual).
6. The rent of every month along with non-refundable charge (i.e. in total tendered amount + Rs. 3000/-) shall have to pay in first week of every succeeding month.
7. The selected bidder is required to have mandatory License/Registration/ or other documents from competent authority for running of the canteen as per Govt. norms.
8. The bidder (firm or individual) must have to be registered under GST and must have valid Registration Certificate thereto.
9. In case the bidder has no such documents or registration at the time of submitting bid/tender, he has to furnish an undertaking-cum-declaration to the effect that he will obtain it within 01 (one) month from the selection if he/she gets selected.
10. The selected bidder shall not engage employees in the canteen violating any Rule or Law of the Govt. of India as well as Govt of Assam.
11. The selected bidder shall have to follow the Food Safety Law/Rule, Labour Law, Essential Commodity Act and Consumer Act etc. in running the Canteen. The selected bidder (firm or individual) will be sole responsible for violation of such rules/laws. There shall be no liability/responsibility on the part of **Amingaon Nyaayik Karmachaareer Kalyaan Samity**.
12. The list of items to be served in the Canteen with its price must be displayed in such place/places of the Canteen which will be visible each and every corner of the serving area .
13. The selected bidder shall keep the Canteen area (in and around) neat and tidy. The Kitchen of the Canteen shall be maintained with best of hygienic standard. The selected bidder shall also keep in his notice so that the garbage of the canteen shall not make the court campus untidy.
14. Alcoholic and intoxicating substance shall have to make strictly prohibited in the entire canteen premises (Selling, Serving, Supplying etc.).
15. Religious objectionable Food item (Cooking, Serving and Supply) shall have to make strictly prohibited in the canteen.
16. The bidder shall not use the canteen premises for any purpose other than running the Canteen Services. The bidder shall no way have the authority for any kind of sub-letting the premises in any manner.
17. The bidder shall not use the Canteen premises for residential purpose for self or his staff. The bidder and his staff will make their own residential arrangement outside the premises of the Canteen as well as outside the court premises.
18. The bidder shall not use any music in high volume which may cause disturbances in Court premises.
19. The bidder shall vacate the premises of the canteen on the expiry of the period of contract.

20. The bidder shall abide by all the prevailing laws for running of the canteen and shall complete all the necessary formalities of obtaining licenses/permission etc. from concerned statutory bodies at his own cost. In case of any violation of statutory provision of Labour law, the bidder shall be liable as per law, there will not be any liability on the part of **Amingaon Nyaayik Karmachaareer Kalyaan Samity**.

21. If any complaint of misbehavior or mishandling of goods and services by bidder or his representative, all such responsibilities shall lie on the bidder.
22. On the occasions of Official meeting/conference and on special occasions i.e. Independence Day, Republic Day or any function of the office (even on holidays), the bidder shall remain bound himself to provide/supply, as ordered, standard food in proper price.
23. In respect of any dispute arises between the **Amingaon Nyaayik Karmachaareer Kalyaan Samity**" and the selected firm/individual, same shall be under the judicial jurisdiction of Kamrup District, Assam as well as of Hon'ble Gauhati High Court, Guwahati. Initially, in case of such dispute, the Hon'ble District & Sessions Judge, Kamrup District, Amingaon will be the mediator as well as decision maker.
24. The **Amingaon Nyaayik Karmachaareer Kalyaan Samity**" reserves the rights on its own for any modification (partly or wholly) of the above terms and conditions, for addition besides above and/or deletion of any of the above and also to cancel this notification at any time prior to final decision of the process.
25. For any update/result the bidders are asked to visit the Kamrup District Judiciary's website or Office Notice Boards.

Sd/- T. Rahman,
Signature of the President

Sd/- B. Kalita,
Signature of the Secretary

Copy to:

1) The System Officer, Kamrup District Judiciary, Amingaon with a request to upload this notification on the website of Kamrup District Judiciary.
2) Office Notice Boards
3) Office copy.

13/6/2025

Signature of the President
President,
Amingaon Nyaayik Karmachaareer
Kalyaan Samity,
Kamrup, Amingaon

13/6/25

Signature of the Secretary
Secretary,
Amingaon Nyaayik Karmachaareer
Kalyaan Samity,
Kamrup, Amingaon

To,

The President / Secretary,
Amingaon Nyaayik Karmachaareer Kalyaan Samity
Kamrup, Amingaon.

Sub : Submission of Tender/Bid for Running Canteen Services

I have thoroughly examined and understood all the terms and conditions as contained in the "Notice Inviting Tender for Canteen Services" under "**Amingaon Nyaayik Karmachaareer Kalyaan Samity**" in the New Court Building premises of The District Judiciary , Kamrup , Amingaon and I shall agree to abide by them.
I submit my/my firm's particulars as well as my bid as hereunder:-

1) Name of the Individual/Firm:

2) Name of proprietor (in case of Firm) :

3) Address of the individual/firm :

4) Contact No. :

5) PAN (with self-attested copy) :

6) AADHAR No. (with self-attested copy):

7) GST Registration No. (with self-attested copy) (if any) :

8) Firm Registration No. (with self-attested copy) (if any) :

9) Trade License No. (with self-attested copy) (if any) :

10)Bank A/c detail (with self-attested copy of the preface of the Passbook) :

11)Tender/Bid amount offered: (in numeric) Rs.....

(in words) Rs.

12) It is well understood by me that I have to pay an amount of Rs. 3000.00 (Rs. Three Thousand) per month in addition to above (Sl. No. 9) tendered amount.

Signature of Bidder

DECLARATION

1. The undersigned certifies that I have gone through the terms and conditions mentioned in the "Notice Inviting Tender for Canteen Services" and undertakes to comply with them. I have no objection for any of the contents of the tender and I undertake not to submit any complaint/representation against the tender document after date and time of submission of the tender.

2. I undertake that I have not submitted any irrelevant documents with the tender and in doing so I shall not have any objection if my tender is rejected on that ground.

3. I am fully conversant with the terms and conditions laid down in the notification for this instant tender and on the matter of being selected, I am ready to come into the agreement with the concerned authority having those terms and conditions in a Non-Judicial Stamp Paper of required amount.

Place:

Date:

Signature of the Bidder

(Name in Block Letters)

Address :

DECLARATION-cum-UNDERTAKING

(In case of not having GST Registration/Firm Registration/Trade License etc. at the time of submitting Bid/Tender)

I, Shri/Smti. ..... S.o./D.o./W.o.: ....., Proprietor of ..... (if any), Address: .... do hereby declare that at the time of submitting bid/tender for running the canteen services at the New Judicial Court Complex of Kamrup, Amingaon, I have no GST Registration/Firm Registration/Trade License etc. However, I undertake to obtain the same within 01 (one) month from declaration of the result of the tender process, in case I shall be selected. Otherwise, I shall be liable to be removed from the selection list as well as shall be disqualified for the same.

Place:

Date:

Signature of the Bidder

(Name in Block Letters)

Address :